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अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय/SECRETARIAT

NOTIFICATION

Port Blair, dated the 30th March, 2015.

No.45/2015/F.No.42-751/2012-TR.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with Government of India, Ministry of Home Affairs, New Delhi Notification No. U-14939/2/83 dated 21st February, 1985 and in supersession of this Administration's Notification No.63/93/F.No.42-187/92-TR dated 10.06.1993, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following rules regulating the method of recruitment to the posts of **Master 1st Class and Chief Engine Driver** in the Port Management Board, Andaman and Nicobar Administration, namely :—

1. SHORT TITLE AND COMMENCEMENT :

- (i) These Rules may be called the Andaman and Nicobar Administration, (Master 1st Class and Chief Engine Driver in the Port Management Board,) Recruitment Rules, 2015.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

2. NUMBER OF POST, CLASSIFICATION AND SCALE OF PAY :

The number of post, their classification and Scale of Pay attached thereto shall be as specified in paras 2 to 4 of the Schedule-I and II annexed hereto.

3. METHOD OF RECRUITMENT, AGE LIMIT AND QUALIFICATIONS :

The method of recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in paras 5 to 14 of the said Schedules.

4. DISQUALIFICATION :

No person —

- (a) who has entered into or contracted a marriage with a person having a spouse living, or
 - (b) who, having a spouse living, has entered into or contracted a marriage with any person,
- shall be eligible for appointment to the said post :

Provided that the Lieutenant Governor (Administrator), Andaman and Nicobar Islands may, if satisfied, that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. POWERS TO RELAX :

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. SAVING :

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for candidates belonging to Scheduled Castes, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

By order and in the name of the Lieutenant Governor,

**Sd/-
(Nasib Khan)
Deputy Secretary (Shipping)**

SCHEDULE-I

| | | |
|----|--|---|
| 1 | Name of post | Master 1st Class |
| 2 | No. of post | 02 (Two)* 2015 *Subject to variation dependent on the workload |
| 3 | Classification | General Central Services Group 'B' (Non-Gazetted) (Non-Ministerial) |
| 4 | Pay Band/Grade Pay/Pay Scale | PB-2 Rs. 9300-34800 with Grade Pay Rs. 4200 |
| 5 | Whether selection post or non-selection post ? | Not applicable |
| 6 | Age limit for direct recruits | Not exceeding 30 years (Relaxable for Government Servants upto 5 years in accordance with the instructions or orders issued by the Central Government) <u>NOTE</u> : The crucial date for determining the age limit shall be the closing date for receipt of applications from Candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division, Andaman and Nicobar Islands or Lakshadweep |
| 7 | Educational and other qualifications required for direct recruits | i. Must have passed Senior School Certificate Examination (12 th) from a recognized Board/Institute. ii. Should possess Certificate of Competency of 1 st Class Master under the Inland Vessel Act 1917 (1 of 1917) with STCW 95 endorsement. iii. Should qualify in swimming test. |
| 8 | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ? | Not applicable |
| 9 | Period of probation, if any | Two years |
| 10 | Method of recruitment, whether by direct or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods | 50% by composite method i.e. (promotion plus deputation); and 50% by direct recruitment |
| 11 | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | <u>Promotion plus deputation</u> : (a) (i) From amongst the persons holding analogous posts on regular basis under A&N Administration or Central Government Departments located in A&N Islands OR (ii) With six years service in the grade rendered after appointment thereto on regular basis in the Pay Band of PB-1 Rs. 5200-20200 with Grade Pay of Rs. 2800 or equivalent under A&N Administration or Central Government Department located in A&N Islands |

| | | |
|----|--|---|
| | | <p style="text-align: center;">OR</p> <p>(iii) With ten years service in the grade rendered after appointment thereto on regular basis in the Pay Band of PB-1 Rs. 5200-20200 with Grade Pay of Rs. 2400 or equivalent under A&N Administration or Central Government Department located in A&N Islands; and</p> <p>(b) Possessing the educational and other qualifications prescribed for direct recruits.</p> <p>(The Master 2nd Class in the Port Management in the Pay Scale in PB-1 Rs. 5200-20200 with Grade Pay of Rs.2400 with ten years regular service in the grade and possessing Certificate of Competency in Master 1st Class under IV Act, 1917 will also be considered alongwith outsiders and in case, he is selected for appointment to the post, the same shall be deemed to have been filled by promotion).</p> <p>(The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.</p> <p>Similarly, deputationist shall not be eligible for consideration for appointment on promotion).</p> <p>Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Govt. shall ordinarily not to exceed three years. The maximum age limit for appointment on deputation (including short term contract shall not be exceeding 56 years as on the date of closing date of receipt of applications.</p> |
| 12 | If a DPC exists, what is its composition ? | <p>Group 'B' DPC for Confirmation consisting of :</p> <p>1. Secretary (Shipping) : Chairman</p> <p>2. CPA, PMB : Member</p> <p>3. Harbour Master, PMB : Member</p> <p>4. DDSS : Member</p> |
| 13 | Circumstances in which UPSC is to be consulted in making recruitment | Not applicable |
| 14 | Duties & Responsibilities | Annexed |

ANNEXURE TO SCHEDULE-I

DUTIES AND RESPONSIBILITIES OF MASTER 1st CLASS

1. To be in overall command of the vessel.
2. To safely navigate the vessel from one place to another.
3. To discharge power and authorities entrusted under IMS/IV Act.
4. To be responsible for duties and responsibilities under IMS/IV Act.
5. To be responsible for maintenance of discipline proper decorum and high moral among his staff including wearing uniform.
6. To maintain Liasion between the department and his staff.

7. To be responsible for accounting and proper utilization of store and lubricants received on board.
8. To report break down/ mishaps on board to the head of department by communication system available or any other quickest means.
9. To ensure that log book and all other records are carefully maintained and correct entry are to be made carefully and faithfully. Master also should keep a copy of all survey certificates.
10. To be present in bridge during entry / leaving the harbour. Approaching / passing any danger areas, other time as necessary.
11. To make careful inspection of crew accommodation cargo space, passenger accommodation etc. daily and make proper entry in the log book.
12. To ensure that all precautions are taken to safeguard against any theft / pilferages on board.
13. To maintain record of all officers and crew with date when joined / left since last commission.
14. To enter report on conduct, ability and sobriety of the staff under him.
15. May issue any standing order for the safety and efficient operation of the vessel.
16. Responsible for proper keeping and use of all LSA, LSS and FFA equipments load line equipments etc.
17. Responsible for the maintenance and up keeping following registers / logs.
 - (a) Ships Inventory
 - (b) Registration Certificate
 - (c) Survey Certificates
 - (i) S. Eq
 - (ii) A Certificate
 - (iii) Survey Certificate
 - (iv) 10 PP
 - (v) Class Certificate
18. Responsible for the overall maintenance and arranging for timely survey of the vessel. He shall liaise with survey cell to ensure timely completion.
19. To ensure that the vessel is sea worthy before put into operation.
20. Responsible for the safety of vessel and passengers on board.
21. Is responsible for strict maintenance of attendance of the staff posted on board of the vessel and report the status daily to the concerned without fail.
22. Responsible for the maintenance of Stock Register of consumable and permanent store items and unserviceable items to be deposited to the survey cell alongwith survey reports.
23. He will be responsible for imparting training and drill to his staff on board every month.
24. Master is responsible for the correct inventory of the vessel. Suitable entry is to be made at the time of receipt or survey entry is to be made at the time of receipt or survey or any stores. He shall compare the inventory with the copy held in stores at least once in 6 months. Inventory is to be mustered at the time of handing / taking over between masters and also custodians of stores. Any discrepancies, if found is to be brought to the notice of JM / DDSS / DSS in that order.
25. Responsible for upkeep and maintain of vessel including chipping / painting / cleaning / operation of fire fighting etc. Any defects arising from deck / deck machip and equipment are to be reported to JM / DDSS / DSS.
26. Responsible for correct communication procedure in U / V / HF circuits. All messages are to be logged. No unauthorized personnel will be permitted to use the Radio equipments onboard.
27. Following ship books will be put up for DDSS signature every month by 5th
 - Stock Register
 - Indent Register
28. Responsible for onboard drills like fire, boat etc. as required as per DG (Shipping) instructions.
29. Any other duties assigned by the Superiors from time to time.

SCHEDULE-II

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| 1 | Name of post | Chief Engine Driver |
| 2 | No. of post | 02 (Two)* 2015 *Subject to variation dependent on the workload |
| 3 | Classification | General Central Services Group 'B' (Non-Gazetted) (Non-Ministerial) |
| 4 | Pay Band/Grade Pay/Pay Scale | PB-2 Rs. 9300-34800 with Grade Pay Rs. 4200 |
| 5 | Whether selection post or non-selection post ? | Non-Selection |
| 6 | Age limit for direct recruits | Not exceeding 30 years (Relaxable for Government Servants upto 5 years in accordance with the instructions or orders issued by the Central Government) <u>NOTE</u> : The crucial date for determining the age limit shall be the closing date for receipt of applications from Candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Lahaul & Spiti District and Pangi Sub-Division, Andaman and Nicobar Islands or Lakshadweep |
| 7 | Educational and other qualifications required for direct recruits | <u>Essential</u> : (i) Must have passed Senior School Certificate Examination (12 th) from a recognized Board/Institute. (ii) Should possess Certificate of Competency in Engine Driver 1 st Class under the Inland Vessel Act with STCW 95 endorsement. (iii) Should qualify in Swimming test. <u>Desirable</u> : Two years experience as Engine Driver in a Marine Craft. |
| 8 | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ? | Age-No Qualification- Should be a Matriculate (10 th) pass and possess Certificate of Competency in Engine Driver 1 st Class issued under Inland Vessel Act, 1917. |
| 9 | Period of probation, if any | Two years for direct recruits |
| 10 | Method of recruitment, whether by direct or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods | 100% by promotion failing which by deputation (ISTC) failing both by direct recruitment |
| 11 | In case of recruitment by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made | <u>Promotion</u> : From amongst the Engine Driver in the Pay Band of PB-1 Rs. 5200-20200 with Grade Pay of Rs. 2400 with ten years regular service in the grade and possessing Certificate of Competency in Engine Driver 1 st Class under the Inland Vessel Act, 1917. <u>Deputation (ISTC)</u> : (a) (i) From amongst the persons holding analogous posts on regular basis under A&N Administration or Central Government Departments located in A&N Islands |

| | | | | | | | | | | |
|-------------------------|--|--|-------------------------|------------|-------------|----------|------------------------|----------|---------|----------|
| | | <p style="text-align: center;">OR</p> <p>(ii) With six years service in the grade rendered after appointment thereto on a regular basis in the Pay Band of PB-1 Rs. 5200-20200 with Grade Pay of Rs. 2800 or equivalent under A&N Administration or Central Government Department located in A&N Islands;</p> <p style="text-align: center;">OR</p> <p>(iii) With ten years service in the grade rendered after appointment thereto on a regular basis in the Pay Band of PB-1 Rs. 5200-20200 with Grade Pay of Rs. 2400 or equivalent under A&N Administration or Central Government Department located in A&N Islands; and</p> <p>(b) Possessing the educational and other qualifications prescribed for direct recruits.</p> <p>(The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation.</p> <p>Similarly, deputationist shall not be eligible for consideration for appointment on promotion).</p> <p>Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Govt. shall ordinarily not to exceed three years. The maximum age limit for appointment on deputation (including short term contract) shall not be exceeding 56 years as on the date of closing date of receipt of applications.</p> | | | | | | | | |
| 12 | If a DPC exists, what is its composition ? | <p><u>Group ‘B’ DPC for considering cases of Promotion/ Confirmation, consisting of :</u></p> <table><tr><td>1. Secretary (Shipping)</td><td>- Chairman</td></tr><tr><td>2. CPA, PMB</td><td>- Member</td></tr><tr><td>3. Harbour Master, PMB</td><td>- Member</td></tr><tr><td>4. DDSS</td><td>- Member</td></tr></table> | 1. Secretary (Shipping) | - Chairman | 2. CPA, PMB | - Member | 3. Harbour Master, PMB | - Member | 4. DDSS | - Member |
| 1. Secretary (Shipping) | - Chairman | | | | | | | | | |
| 2. CPA, PMB | - Member | | | | | | | | | |
| 3. Harbour Master, PMB | - Member | | | | | | | | | |
| 4. DDSS | - Member | | | | | | | | | |
| 13 | Circumstances in which UPSC is to be consulted in making recruitment | Not applicable | | | | | | | | |
| 14 | Duties & Responsibilities | Annexed | | | | | | | | |

ANNEXURE TO SCHEDULE-II

DUTIES AND RESPONSIBILITIES OF CHIEF ENGINE DRIVER

1. Shall be the overall In-charge of Engine Room and all other machineries including electrical appliance, air conditioning refrigerator and their fitting within engine room or on deck, in galleys, telegraphs on Bridge and such other item as may be detailed to be under Chief Engine Driver.
2. Shall be responsible for maintenance of all engine room machineries, electrical and hydrolic equipments.
3. Shall be responsible for maintenance and efficiency of all winches, windless capston and electrical connections.
4. Shall be responsible for all engine room stores/spares, tools and instruments.

5. Shall ensure that all proper records and accounts of those items are kept, as prescribed.
6. Shall be responsible for timely submission of the following reports to the Head of Office :
 - (a) Stock position of consumable stores i.e. opening balance, quantity received, consumed and stock in balance.
 - (b) Engine Room permanent store, equipment and tools.
 - (c) Spare gear list.
 - (d) Fixture fans and lights.
7. Shall ensure return of unserviceable equipments to the Marine Store alongwith Survey Reports.
8. Shall keep the Master informed of any occurrence in the Engine Room which may affect the Navigation or other essential utility service of the vessel.
9. Shall ensure maximum economy on consumption of fuel, lubricant and stores/spares.
10. Shall supervise bunkering of ship and maintain proper record of the same.
11. Any other duties as may be assigned by his superiors from time to time.
